

Changes made to Housing Choice Voucher Administrative Plan Effective January 1, 2024

Administrative Plan Section	Heading	Revision
Chapter 4 Page 4-8	Pre-applications (date and time)	<p><u>PHA Policy</u></p> <p><u>The PHA will announce the reopening of the waiting list at least 30 days prior to the date applications will first be accepted. If the list is only being reopened for certain categories of families, this information will be contained in the notice. The notice will specify where, when, and how applications are to be received.</u></p> <p><u>Upon opening the waiting list, the PHA will accept pre-applications by date and time.</u></p>
Chapter 4 Page 4-15	Order of Selection	<p>Order of Selection</p> <p>The PHA system of preferences may select families based on local preferences according to the date and time of <u>pre</u>-application or by a random selection process (lottery) [24 CFR 982.207(c)]. If a PHA does not have enough funding to assist the family at the top of the waiting list, it is not permitted to skip down the waiting list to a family that it can afford to subsidize when there are not sufficient funds to subsidize the family at the top of the waiting list [24 CFR 982.204(d) and (e)].</p> <p><u>PHA Policy</u></p> <p>Families will be selected from the waiting list based on the targeted funding or selection preference(s) for which they qualify, and in accordance with the PHA’s hierarchy of preferences, if applicable. Within each targeted funding or preference category, families will be selected on a first-come, first-served basis according to the date and time their complete application is received by the PHA. Documentation will be maintained by the PHA as to whether families on the list qualify for and are interested in targeted funding. If a higher placed family on the waiting list is not qualified or not interested in targeted funding, there will be a notation maintained so that the PHA does not have to ask higher placed families each time targeted selections are made.</p>
Chapter 8 Page 8-14	Initial HQS Inspection	<p>Removed:</p> <p><u>PHA Policy</u></p> <p>The PHA will not approve tenancy of a unit if the HQS inspection fails due to LT</p>

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		<p>deficiencies.</p> <p>The PHA may approve tenancy of a unit if the HQS inspection fails due to NLT deficiencies.</p> <p>The PHA will offer the family the choice to accept the unit or to decline the unit and continue their housing search.</p> <p>The PHA will notify the family that if the owner fails to correct the NLT deficiencies within the PHA-specified timeframe, the PHA will terminate the HAP contract, which in turn terminates the assisted lease and the family will have to move to another unit to continue receiving voucher assistance.</p> <p>The family may decline the unit. The PHA will inform the family of how much searchtime they have remaining consistent with the PHA’s policies.</p> <p>The PHA will provide for the suspension of the initial or any extended term of the voucher from the date the family submitted the request for PHA approval of the tenancy until the date the PHA notifies the family in writing whether the request has been approved or denied 982.303(c).</p> <p>The PHA will not rely on alternative inspections and will conduct an HQS inspection for each unit prior to executing a HAP contract with the owner.</p> <p>Input:</p> <p><u>PHA Policy</u></p> <p>The unit must pass the HQS inspection on or before the effective date of the HAP contract.</p> <p>The PHA will not rely on alternative inspections and will conduct an HQS inspection for each unit prior to executing a HAP contract with the owner.</p>
Chapter 10 Page 10-5	Moving Process	<p>Removed language:</p> <p><u>PHA Policy</u></p> <p>The PHA will require notification to be provided no later than 60-days from the date of the family moving</p>

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<p>Chapter 18 Page 18-6</p>	<p>RAD – Upcoming Projects</p>	<p><u>PHA Policy</u> Except as otherwise noted in this chapter, or unless specifically prohibited by PBV program regulations, the PHA policies for the tenant-based voucher program contained in this administrative plan also apply to the RAD PBV program and its participants. This chapter is intended to address requirements specific to the RAD PBV program only.</p> <p>See Exhibit 18-1 for information on projects to which the PHA has attached RAD PBV assistance.</p> <p>Upcoming Proposed PBV RAD Projects:</p> <p>Tucson House - 1501 N. Oracle Rd Martin Luther King (MLK) – 55 N. 5th Ave Craycroft Tower – 1635 N. Craycroft Rd</p>
<p>Overall</p>	<p>All Chapters</p>	<p>Updated 2022 Version of the Administrative Plan template to correct page numbers, update language, but did not change policy. Any policy changes are included in this summary.</p>